

CORRESPONDENCE UPDATE – INFORMATION REPORT

Background

1. Following most Committee meetings, the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments and recommendations regarding the issues considered during that meeting. This cover report provides a record of those letters and any other correspondence received since the previous Committee meeting.

Issues

2. At the Environmental Scrutiny Committee meetings on the 6 September 2016 Members considered the following items:
 - **6 September** - City Operations Directorate – Quarter 1 Performance Report 2016/17
 - **6 September** - The City of Cardiff – Draft 2016 Air Quality Progress Report
 - **6 September** - Cardiff Council Public Convenience Outline Strategy 2016
3. After the meetings the following letters were sent by the Chair of the on behalf of the Committee:
 - A letter to Councillor Bob Derbyshire, Cabinet Member for the Environment after the meeting on the 6 September 2016 – attached as **Appendix 1**;
 - A letter to Councillor Ramesh Patel, Cabinet Member for Transport, Planning & Sustainability after the meeting on the 6 September 2016 – attached as **Appendix 2**.
4. Since the last correspondence report a reply has been provided to the letter written on behalf of the Environmental Scrutiny Committee to Councillor

Derbyshire after the meeting on the 17 May 2016; a copy of this letter has been attached to this report as **Appendix 3**.

Legal Implications

5. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

6. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATIONS

7. The Committee is recommended to note the content of the letters contained in **Appendices 1, 2 and 3.**

Davina Fiore

Director of Governance & Legal Services

28 September 2016